

**EIK GROVE COMMUNITY SERVICES DISTRICT  
MINUTES OF A REGULAR BOARD MEETING  
Tuesday, May 4, 2004 – 6:30 p.m.  
EGCSD Administration Building**

**ATTENDANCE:**

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright. General Manager Rita Velasquez, Administrative Services Director Jeff Ramos, Fire Chief Keith Grueneberg, and Administrator of Parks & Recreation David Wigginton were also in attendance.

**A. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

1. President Perez called the meeting to order at 6:32 p.m.
2. David Wigginton led the Pledge of Allegiance.

**B. ANNOUNCEMENTS/PRESENTATIONS**

1. NONE

**C. DEPARTMENT HEAD REPORTS**

1. General Manager Rita Velasquez reported cooperative efforts with the City of Elk Grove in streamlining the plan check process are going very well; staff will forward an agreement with the City for a "One Stop Shop" plan to the Board at their next meeting for approval. Staff continues to work with the School District, the City of Elk Grove, the City of Sacramento, and other agencies to form partnerships to develop facilities. Staff attended another meeting at the City on the Emergency Operations Plan.

As for facilities, Rita reported work is progressing along at the Barbara Wackford Aquatic/Community Center with lots of glass going in; dry wall work continues on the aquatic side; painting of the community room, the teen room, the bathrooms and hallways is in progress; ceramic tiles have been placed on the walls and floors in the community center; placement of t-bar ceilings in the teen center and the community room are done; tile work continues on the pool and the slide; final grading has been done for the sidewalks; electrical and plumbing finish work have begun; and all interior walls have been framed and the snack bar is being stuccoed.

The foundation is in for the Johnson Park Rec Center, with plans to move the building possibly on Wednesday. The removal of the roof and floor tile at the Pavilion is scheduled for this month. Work on the collapsed sewer line at Elk Grove Park will start now that the Western Festival is over. Roof repair work is scheduled for the Town Hall. Staff is preparing the portable restroom at the Rec Center in preparation for the bathroom upgrade.

Finally, Rita stated CSD staff will be attending this Wednesday and Thursday's Governmental Affairs and Local Days down at the Capitol.

2. Administrative Services Department – Jeff Ramos stated he has been working with the District's new Engineer on updating EDUs and is working with them through the process of identifying additional EDUs from new subdivisions based on data received from Shilts Engineering and the preliminary information from the County.

The revised Eastern Elk Grove Park and Fire Development Fee update approved by the City Council in April will become effective in 60 days. Staff has been busy preparing the preliminary fiscal year 2004-05 budgets for the EGCSO and the District-Wide Landscape & Lighting Assessment District.

Jeff reported projects he has been working on are on tonight's agenda for approval, including the pre-payment of the Wackford loan to Municipal Services Group and the request from SureWest for the placement of the communications enclosure. Lastly, Jeff reported the first transfer of \$4,000,000 to U.S. Bank, which allows the District to purchase securities and get better return rates have been made, with plans to expand the program in the future.

3. Parks & Recreation Department – For the month of April, David Wigginton reported due to demand, the Recreation Division held two Red Cross Certified Babysitting classes; 81 requests for financial assistance came through Operation Clyde; the adult co-ed soccer league and Pee Wee Basketball season has begun; the annual Breakfast with Bunny at Home Town Buffet drew over 400 kids; and Creek Clean-up held on April 20 had about 750 participants, collecting over 10,000 pounds of junk.

The Parks Division completed 190 work orders, prepped 270 ball fields, trimmed 250 trees, renovated the soccer field at Nottoli Park, planted 17 trees at Elk Grove Regional Park, painted the building at the Kloss Softball Complex, and assisted with preparations for the Western Festival.

The Planning and Design Division reviewed 13 projects and is preparing construction documents for the Bartholomew Sports Park and the Morse Community Park. As of May 1<sup>st</sup>, construction is underway for Rau Park, Johnson Park-Phase II, Berens Park and Keema Park. Construction documents are 75% complete for Miles Park, Laguna Meadows Park, Amundson Park, Backer Ranch Park and Caterino Park, and building permits have been submitted to the City for restrooms at Rau, Jones, Johnson, and Strong Parks. A grant application was submitted to the State Department of Parks and Recreation to fund trail improvements in Wright Park through the Land and Water Conservation Fund and two grant applications were submitted to the City of Elk Grove requesting Community Development Block Grant funds for restroom improvements at the Elk Grove Recreation Center and funding for Operation Clyde scholarships.

4. Fire Department – Fire Chief Grueneberg reported crews responded to a total of 592 calls in April; Fire Station 74 has been approved by the Design Review Committee; Station 72 has gone through the City's Planning Commission and is ready for bid; work continues with the Advanced Tracking Safety System to improve traffic flow and gridlock around town; and the Wilton Fire Protection District is pleased with Chief Mike Ridley's performance and is looking to continue the partnership with the approval of the one-year management services agreement with the District on tonight's agenda for Board approval.

As for the Training Center, the canopy has to be installed over the decking that attaches the classroom and the offices; the furniture is due to arrive Friday; phones will be cut over on Monday; the rail car should be delivered on Thursday; and firefighters are already undergoing training on the outside props and the inside burn room.

#### **D. COMMUNICATIONS FROM THE PUBLIC**

1. NONE

#### **E. CONSENT CALENDAR**

1. The Board approved the April 20, 2004 regular Board meeting minutes. Mulberg-Wright, unanimous.
2. The Board received and filed a letter of appreciation to Firefighter Al Meraz of the CSD Fire Department.

3. The Board approved Resolutions No. 2004-25, accepting a deed for a landscape corridor from Production Homes Corporation, and No. 2004-26, accepting a deed for parkland (Fleming Park) and various landscape corridors from John Mourier Construction, Inc. McElroy-Derr, unanimous.
4. The Board authorized the General Manager to remove items from the Parks & Recreation Department's fixed asset inventory list. Mulberg-Wright, unanimous.
5. The Board adopted the name Alexander H. Willard for an 8.5-acre park in East Franklin, and changed the name of the Jean Hawkins Park to the Jean and Lyndon Hawkins Park, as recommended by the Park Naming Committee. Staff will confirm with Mr. Hawkins as to how he would like his first name to appear on the signage at the park. Mulberg-Wright, unanimous.
6. The Board approved and signed Resolution No. 2004-28, recognizing the significant contributions of the late Elk Grove Fire Chief, William Perry Schulze. Mulberg-Wright, unanimous.
7. The Board approved a one-year agreement (May 1, 2004 through April 30, 2005) to provide Management Services to the Wilton Fire Protection District. Mulberg-Wright, unanimous.

#### **F. ADVERTISED PUBLIC HEARINGS**

1. NONE

#### **G. PUBLIC HEARINGS**

1. NONE

#### **H. STAFF REPORTS**

1. The Board approved Resolution No. 2004-23, granting a right-of-way and easement to SureWest Televideo to locate, construct, and maintain communication facilities within the landscape area on Elk Grove Boulevard, east of Big Timber Drive; and authorized the General Manager to execute all necessary documents. The concrete communications equipment enclosure to be built by SureWest will consist of the Laguna Blend brick fascia to match the existing sound wall. McElroy-Derr, unanimous.
2. In accordance with previous Board direction, the Board approved a pre-payment of the Wackford Complex debt totaling \$825,027 to Municipal Services Group. McElroy-Derr, unanimous.
3. The approval of the admission and rental fees for the Elk Grove Pool and the Wackford Aquatic Complex was deferred until the June 15, 2004 Board meeting. Staff will bring back a rental fee schedule reflecting cost recovery at 60%, 75%, and 100%, as well as develop a program through Operation Clyde offering assistance to economically disadvantaged residents to participate in programs offered at the two facilities. Wright-Derr, unanimous.

#### **I. BOARD OF DIRECTORS BUSINESS**

1. The Board approved Resolution No. 2004-27, Calling General District Election to include a) limiting the candidate's statements to 200 words; b) candidates pay for publication of the statement, and c) consolidating the regular scheduled General District Election with the statewide election. The Board also affirmed that the qualifications for candidates remain "a registered" voter in the Elk Grove Community Services District." Wright-Mulberg, unanimous.
2. Director Mulberg expressed his appreciation to staff for their assistance with this year's Western Festival.

**J. COMMUNICATIONS FROM THE PUBLIC**

1. NONE

**K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING**

1. Director McElroy expressed his concern on the delay of the Administration Building sprinkler system project and asked for a verbal report as to whether the project can go out to bid and be awarded by fall in anticipation of the library project.

**L. ADJOURNMENT TO EXECUTIVE SESSION**

1. The Board adjourned to a closed Executive Session at 7:55 p.m.

**M. EXECUTIVE SESSION**

A closed Executive Session was opened at 8:00 p.m. to discuss the following item:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION –  
TITLE: ADMINISTRATOR OF PARKS AND RECREATION  
(*Government Code Section 54957*)

**N. REOPEN REGULAR MEETING**

President Perez reopened the regular Board meeting at 9:00 p.m. and stated there was nothing to report out of Executive Session.

**O. ADJOURNMENT**

With no further business, President Perez adjourned the regular meeting.

Respectfully submitted,

Rita K. Velasquez  
Secretary of the Board